


**Michigan Supreme Court
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M E M O R A N D U M:

DATE: October 9, 1998

TO: Chief Judges, Court Administrators, Probate Registers,
Friends of the Court

FROM: John D. Ferry, Jr. 

SUBJ: Administrative Memorandum 1998-11; New Treasury Transmittal
Forms

Recently, the Department of Treasury made revisions to the forms L-3215 Remittance Advice From District or Municipal Courts and L-3141 Fee Transmittal for State of Michigan Probate and Circuit Courts and Friend of the Court Offices. These revised forms and form numbers and corresponding Department of Treasury letters are enclosed with this memo.

Be advised that the forms are for **immediate use** and all old versions of the forms should be destroyed. Please place the new forms and Treasury letters in your Court Administrative Reference Guide, Fiscal Management section six Appendix. It is vital that your court use the proper form and apply the proper distributions of revenue to ensure correct reporting and remittance of funds to the State Treasurer and the Judges Retirement System.

Treasury Letter 98-8, which accompanies the district and municipal courts' form **incorrectly identifies the civil fine amount for the regulation of the manufacture of playground equipment in reference to the new Children's Trust Fund as a maximum of \$1,000. According to 1997 PA 16, this civil fine amount can be imposed up to \$10,000. Please make note of this difference.**

If you have questions on the new forms or need assistance with remittance of revenue, you may call the Local Audit and Finance Division of the Department of Treasury at (517) 373-3227 or the Administrative Services Division of the State Court Administrative Office at (517) 373-5596.

Enclosure

cc: Jim Covault
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